

ADMINISTRATIVE-INTERNAL USE ONLY

8 June 1983

STAT

MEMORANDUM FOR: Deputy Chief, Benefits and Services Division,  
Office of Personnel  
Attn.:

FROM:   
Office of Data Processing

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SUBJECT: Curtailment of Fitness Room Hours

1. As you know, it was recently announced that the Fitness Room in Headquarters would no longer be available from 1800-2130, Tuesday and Thursday. The rationale provided has to do with a change in cleaning crew schedule. (Prior to this change, the facility was closed one Tuesday afternoon and evening per month, and from 1930-2130, Tuesday and Thursday), I have been continually using the fitness facility since 1970, generally five evenings per week. In my experience, on a typical Tuesday or Thursday evening, approximately ten people use the facility between 1800 to 2130. These are individuals who work late or individuals on late shifts. They are men and women of all grade levels. I know that this change in schedule represents a significant inconvenience and a real disappointment to both myself and this group of fellow employees.

2. The Fitness Room is a rather modest and inexpensive facility, but it has the advantage for Agency employees of convenience and a congenial atmosphere. I have always viewed it as a significant benefit to Agency employment. For many of us it is difficult to reschedule our hours. We do not have the luxury of using the facility during the work day. All that we ask is that some accommodation be made to meet our needs. We too want a clean, well-maintained Fitness Room (something that has been sorely missed in the past), but request that some adjustment be made in the hours of the cleaning crew. I believe I can safely say that evening users would prefer the Fitness Room be open to at least 1930 daily. Another alternative would be to spread the burden and clean, for example, Tuesday afternoons and Thursday evenings. That way, evening users of the facility would not be the only group affected.

3. Can anything be done to provide some relief? We'd appreciate any help you might be able to provide. If I can be of any assistance, I may be reached on  and my mailing address is 2D0105, Hqs.

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4. Thank you for any assistance you can provide. I intend to ask interested parties to sign a copy of this memo (see below) and return it to you as an indication of their concern.

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cc:

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I support efforts to keep the Headquarters Fitness Room open Tuesday and Thursday evenings.

Name\*/

ADP  
Office

Ext.

June 1983  
Date

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\*Reclassify memo if necessary

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